

**At the Meeting of Grimley Parish Council held on
17th June 2019
in The Peace Hall, Sinton Green commencing at 7.30pm
DRAFT**

Present: D Stanley (Chair), A Atkinson, P Ayers, R Woodhouse.
In Attendance: Mrs L Stevens (Clerk & RFO), District Cllr Dean Clarke,
7 Members of the public.
Apologies: G James, E A Taft, R Weaver, County Cllr Phil Grove.

067/19 Apologies for absence. – as above.

068/19 Declarations of interest.

a.	None.
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069/19 Minutes of previous meetings.

a.	<p>a. Monday 13th May 2019 – Monthly meeting of Grimley Parish Council. b. Monday 13th May 2019 – Annual Meeting of Grimley Parish Council. Both accepted and duly signed.</p>
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070/19 Public question time.

a.	No questions.
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071/19 To Receive the Report of the County Councillor.

a.	Report received via email and read out by Cllr Stanley. No questions.
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072/19 To Receive the Report of the District Councillor.

a.	<ul style="list-style-type: none"> - DCllr Clarke updated on numerous planning applications, including enforcement action at M.Green (coordinating with police and arranging site visit); Moseley (Planning Officer has conducted site visit and provided advice to owners); and Ball Mill (under enforcement inspection and likely to ask for retrospective planning permission). Cllr Woodhouse asked for clarification. [Officers give a recommendation and Cllrs made a judgement but don't have to go with recommendation] [It is possible for Officers and Planner to approve the concept in theory but not the design – hence an apparent inconsistency in decisions.] - Superfast broadband pilot for Grimley village is planned by County Hall. A volunteer from the Parish Council will be required if the Parish Council wishes to explore further. - District Officers are considering the traffic and parking issues outside Grimley School. Added to the agenda of the July Traffic Management Meeting for discussion. Safety problems at restricted part of road to Grimley School, not helped by parking (legal) by frustrated resident. Contact: H.Davies. - Camp Lane to be looked at by the same engineer looking into Orchard and Vicarage Close. Camp Lane edges falling away. - Moseley Road. New curbage and drain system has not resolved issue of road water running off and flooding private property. Drain on opposite side of road across fields may need clearing
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073/19 Planning - to consider and resolve to respond to the following applications

a.	<p>i. 19/00492/FUL - Construction of a new storage shed on brownfield land. Location: Holt Parish, Ball Mill Bungalow Main Road Grimley WR2 6LS. Applicant: Mr Dew. Officer: H.Jones.</p>
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	<ul style="list-style-type: none"> - Residents have reported that a considerable amount of work may have already been completed (clearing out, ground levelling, delivery and spreading of hundreds of tonnes of crushed concrete, rolling and compacting of hard standing). Local concern that this site might be being set up as a transport yard with structures ideal as a workshop for the maintenance and repair of vehicles/machinery/skips etc. Weighbridge installed. 40-foot trailers and static caravan homes seen on the site. - Cllrs expressed concern that the application details are very vague as to the intended use of the site, that work has already begun and would generate significant turning movements by slow moving vehicles, at an access point with significantly substandard visibility along the A443 – a main trunk road used by high speed traffic. Cllrs all voted to object to this application. ii. 19/00697/HP - Single storey extension to the rear of the property, provide enlarged family room, laundry/shower room. Location: Glebe Cottage, Sinton Green, WR2 6NS, Applicant: Mr S. Jordan. Officer: R. Amundson. Cllrs voted no objection. iii. 19/00487/FUL - Thorngrove, Sinton Green, WR2 6NP. Installation of a biomass boiler unit including flue (retrospective). Applicant: Mr J Hickton. Cllrs asked for clarification on numerous points from DCllr Clarke, Cllrs voted no objection. iv. Holywards Farm, Moseley [ENF/19/0148]- update on public footpath diversion ref to Condition 11 of planning permission 18/00448/FUL. Concern that the path way has being blocked with machinery. Enforcement have been contacted and will update shortly. Contact: N. Kent Planning Enforcement Officer. v. 19/00775/FUL. Location: Old Hill Barn, Sinton Green, Hallow, Worcester, WR2 6NS. Description of Proposal: Change of use of land for the siting of one holiday log cabin. Applicant: Mr I Forbes. RECEIVED AFTER AGENDA PUBLICATION: Member decision: Ask for extension, as needs to be discussed in July. vi. <i>For information only:</i> 19/00704/AGR - prior notification for an agricultural development. New Barn, Worlds End, Plan App Land At (OS 8125 5995). vii. <i>For information only:</i> 19/00561/FUL - Land At (Os 8263 5872) Main Road Hallow, opposite Ladygo Stores, erection of 33 dwellings and associated works. viii. <i>For information only:</i> Proposal for works to village green, Hallow.
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074/19 Parish events and facilities - To discuss updates and formulate Motions not requiring written notice

<p>a.</p>	<p>Play Equipment Working Party – report and update. The party reported that they are having a meeting next week to put together an affordable plan and wish list. They have met with a consultant from Kompan, who could not see any immediate site safety issues with placement on the village green. Wetness of some sections would need to be addressed if taken forward. Estimated package cost of £6k. Ongoing consideration of risks, space and flooring. Cllrs discussed options at school but agreed that equipment would not be accessible outside of school hours. J.Bowdige and Lengthsman to be contacted ref drainage considerations. Cllrs instructed the Working Party to draw up clear plans in order to better allow residents to visualised and allow future consideration.</p>
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b.	Defibrillator and phone booths maintenance - update. The Clerk reported that Community Heartbeat charity is assisting with difficulties getting permission from BT, particularly in accessing electricity. BT have concerns as to location of phone booth for defibrillator, alongside main road. Clerk has responded that if no danger way posed by location of phone equipment, then a defibrillator will be no different.
c.	Smart Water signage – update. Police have undertaken a check of existing signage locations and assessed then as suitable and of adequate visibility. Cllr agreed not to purchase any additional signs at this time.

075/19 Grimley village - To discuss updates and formulate Motions not requiring written notice

a.	Grit bin and replacement passing place signage - update. Bin on order with County Council. Due for delivery Sept 2019. Clerk to chase replacement signage.
b.	Progress with brown bin (for flower waste) for church. Proposal for Green Bin for church – requested by wardens. £77.50p. Clerk has placed order.
c.	Bin adjacent to Smaller Charities land – motion to proceed with installation. £361.85, including stake, fixings, metal bin liner. Installation £30. Cllrs voted to proceed with this project at the above price.

076/19 Sinton Green - To discuss updates and formulate Motions not requiring written notice

a.	Replacement white bollards outside Peace Hall – motion to proceed with installation: £95.40 for 6 bollards. Lengthsman to install as part of duties. Clerk noted that these bollards are less likely to be damaged during hedge cutting. Duly approved .
b.	Missing drain cover outside Mayfield Cottage. Clerk has reported to Highways. Replacement cover scheduled.
c.	Pond signage – update. Residents appear to have fully understood recent parish council warnings and communications and no further activity had been noted in the pond. Cllrs declined further purchase of signs at present as residents had expressed that they would not be in keeping with local area. All to keep eye on situation.
d.	To note that the Mr Skeys was unable to properly cut Sinton Village Green recently due to vehicles parked on the grass. This was reported as being close to The Forge. Duly noted.

077/19 Monkwood Green - To discuss updates and formulate Motions not requiring written notice

a.	Parish Council owned service road repairs (adjacent to The Croft, Holly Cottage and rear of The Woodlands). Motion to accept quotation and commission repairs asap. 60 Ton Type 1 Stone @ £1200.00 + Plant and Labour £1275.00 = £2475. Cllrs were concerned as to the parish wide burden of this work. Voted universally to proceed at the above price.
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b.	General maintenance and grazing of petty whin site - update. Cllr Weaver reported that the cattle are doing a good job on the Green but that they should be allowed to browse around at least some of the petty whin as, though it is doing well the grass is growing up around it very rapidly. When we allowed some of that section to be grazed before, the animals avoided the petty whin because it has sharp prickles. Cllrs agreed and asked Cllr Weaver to proceed with liaising with RP. Cllr Stanley has ten wooden posts that can be used for this purpose. Clerk to repeat applications/permissions from NE for 2019/20. Clerk reminded all that Commoners Rights do not trump the need to care for the land correctly. Mr A.C had informed the Clerk that they do intend to fence off the non SSSI area near the farm and, once the grass has grown, may well graze the larger area on the left. Cllrs made no comment.
c.	Well opposite Woodcote – update. Clerk was instructed to check amount of grant left for use in repairing well and then arrange for a cheque to be written. Cllr Woodhouse has a pump that can be used/installed at no extra cost.
d.	Enforcement action - already covered.

078/19 Reports from Representatives.

a.	Peace Hall Management Committee, incl Parish Fete 23rd June 2019. W.T gave a report including the following: - Fete is a chance to show case the hard work gone in to the Hall. - Roof repairs ongoing. Costing an unexpected and extra £2500 plus VAT to replace the concrete and straw roof plates. - Management Committee is getting low on funds. The fete is crucial in raising additional money. Cllrs were asked if the Parish Council would step in if the Committee got into financial difficulty. Cllr Woodhouse spoke for the entire Council in confirming yes and that the Council has total support in this respect.
b.	Tarmac Quarry Liaison Committee. Tarmac site visit took place on 11 th June with county council ecologist L. Wood. Imported soils were inspected. Soil has plastic and metal in it and trees are not thriving. DS to chase up outcomes.
c.	Grimley Smaller Charities No change. No update.
d.	Lengthsman. Also, motion to receive and approve future items of work. Clerk is chasing up copy of Lengthsman's insurance certificate for 2019/20.

079/19 General Finance - To discuss updates and formulate Motions not requiring written notice.

a.	To consider and motion to approve the payment of outstanding accounts. All duly inspected and approved.
b.	To receive and motion to accept the latest Bank Reconciliation, May 2019. All duly inspected and approved.
c.	Results of Internal Audit 2018/19 financial year. The Clerk reported that the internal auditor is pleased with the past years accounts and had duly signed off the required paperwork. One advisory: in future if dealing with lots of receipts of cash (i.e. smart water payments), then a duplicate receipt book is required. Cllrs thanked the Clerk for her diligence and hard work.

	<p>i. To note: All audit paperwork for financial year 2018/19 is available for public inspection on the parish council website: http://e-services.worcestershire.gov.uk/MyParish/ Noted.</p> <p>ii. To confirm that the following notice "<i>Confirmation of the dates of the period for the exercise of public rights 2018-2019</i>" has been published on parish noticeboards. Noted.</p> <p>Cllrs expressed concern that members of the public were entitled to turn up without appointment to the Clerks home in order to inspect paperwork. They instructed the Clerk that she should offer appointments to members of the public and that they would support her turning away member of the public without appointments, particularly if she as alone in the house at the time.</p>
d.	Motion to approve draft website accessibility statement. Duly approved .

080/19 Dates for diary, any other business, items for future agenda

a	<p>i. Early and inappropriate verge cutting, destroying wild flowers. CClr Grove is looking in to this.</p> <p>ii. CALC networking session, CALC offices, July 20th, 10am-1pm.</p> <p>iii. Public transport and minerals plan at WCC. Cllr Stanley already submitted comments.</p> <p>iv. Correspondence concerning public rights of way and Countryside Code in vicinity of Grimley village. Previously circulated to all members. Cllr Stanley spoke about how the countryside code requires dogs to kept under control. Confirmed that no animals had been killed in this incident. Cllrs discussed the public routes across the fields in question. The right of access is still in place and has not been obstructed. Clerk to chase up repair and maintenance of footpath signage.</p> <p>v. Thurs 4th July, 5.30 – 7.30pm - P&TC planning training session with Duncan Rudge – Cllrs Stanley and Taft attending.</p> <p>vi. Hallow Scouts and Nora Parsons Day Centre. Recommitment to annual donation. Clerk was instructed to add to future agenda.</p> <p>vii. Cllr Woodhouse asked for clarification on right of way behind The Manse, Grimley village. Cllr Stanley confirmed that the right of way is still there, the hedge delineating the route was removed when village drainage was upgraded and not in his time.</p>
b	<p><u>POSTPONED DUE TO LACK OF TIME</u> <u>Meeting of the Staffing Committee</u></p> <p>Confidential - In view of the confidential nature of the business the public were excluded pursuant to the Public Bodies (Admission to Meetings) Act 1960.</p> <ul style="list-style-type: none"> - Conduct Clerk's annual appraisal; - Review weekly contracted hours. (Currently contracted for 12 hours a week). - Update on Clerk CILCA training progress.
c	<p>16th SEPTEMBER 2019 7.30pm, Peace Hall, Sinton Green.</p> <p><u>Parish Council led public briefing and debate on the environmental crisis facing our parish</u></p> <p>"Our future in a changing world".</p> <p><u>Flyer and invitation to be distributed to all residents shortly.</u></p> <p>The press and public are cordially invited to attend this meeting.</p>

	In relation the intended agenda in September, Cllr Woodhouse asked that in future all Cllrs be allowed sight of and chance to decline agendas of this nature (80/19c). He stated that all Cllrs should debate whether to have an additional meeting put aside if an agenda is to be taken up so entirely by a topic. Cllr Stanley confirmed that this event was approved upon his appointment as Chair. Cllr Taft confirmed her desire to have this briefing and learn about this topic. Cllrs voted to continue with the planned briefing. The Clerk confirmed that the Parish Council agenda is 'owned' by the Clerk and that she will better ensure all are informed in advance in future.
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Appendix 1: Items for payment.

Simon Skeys	Lengthsman invoice April AND May 2019. Previously estimated and advertised as £172.50 for one invoice.	£299.00	VAT nil
Simon Skeys	Sinton Green mowing invoice due 14/06/2019. £75 per cut. April and May cuts.	£150.00	VAT nil
William G Prosser	Rebuilding man hole on Common. Invoice 63. GPC201820.	£130.00	VAT nil
Glasdon UK Limited	Quotation order number: 3015854. Peace Hall bollards x 6. 074/1000 EDGEMASTER 20 – WHITE. GPC201929	£95.40	VAT £15.90
Glasdon UK Limited	Quotation order number: 3015853. Bin adj Smaller Charities land. GPC201928	£361.85	VAT £60.31
Mr Philip Moore	Internal audit of Parish Council accounts for year ending 31 March 2019.	£5.00	VAT nil
Lisa Stevens	Reimbursement to Clerk. Brown waste bin for Grimley church. Annual invoice. GPC201930	£77.50	VAT nil
Lisa Stevens	Clerk wages [May 2019] As per contract of <u>12</u> hours per week, £12.01 per hour.	£576.48	VAT nil
Lisa Stevens	Expenses. GPC201903. £262.98. Previously advertised as £361.5.	£262.98	VAT under calculation

Chair (15th July 2019)